

09 Admissions and Fees

Admission Policy

St. Xavier's College is a religious minority institution and seeks to provide higher education to not only the children of the Christian Community but to students of all castes and creeds, especially those who are socially discriminated. This is in the spirit of universality that has always characterized Christian education.

Universality

St. Xavier's College admits students from different states of India as well as from countries across the world. This provides an excellent opportunity to learn about the customs and cultures, dresses and dances, beliefs and behaviour of a variety of people. It also brings home the reality that we are all brothers and sisters belonging to one large human family, united by bonds of acceptance and friendship. About 10% of our students stay in the two hostels of the College: St. Xavier's Men's Hostel and St. Xavier's Ladies' Hostel.

Admission Process

St. Xavier's College is governed by the ordinances of Governing Body, constituted under the autonomous structure established on June 2014, for granting admission to students. However, it retains its privileges as a minority institution. The College has joined the Gujarat Common Admission System (GCAS) this year, which entails students register in the GCAS portal, and thereafter choose our college, and the subjects that they would like to choose. The students can then visit any of the GCAS facilitation centres across Gujarat for filling the form and verification of their documents. SXCA is one of the facilitation centres and the students can visit the campus to complete their admission forms.

The merit list is displayed as per the schedule decided by GCAS and the students can access their offer letters from their GCAS dashboard. The students will need to go to the respective college with their offer letter, get their documents verified and proceed for confirming their admissions by paying the fees.

Eligibility

- Students who have passed the Gujarat Board HSC/degree Examination are eligible for admission to the first semester in UG/PG programmes offered by St Xavier's College. Students who have passed from other Boards/Universities may apply for admission only after having obtained a Provisional Eligibility Certificate from Gujarat University (Students of CBSE Board from schools of Gujarat are exempted).
- For most of the UG/PG programmes, candidates are admitted on the basis of their marks at the qualifying examination on verification of their documents. In some select programmes of UG/PG at SXCA entrance examinations are conducted and admissions are offered based on the marks of entrance and qualifying examination.

- Those who have outstanding achievements in any field of human endeavour are given special consideration and are treated as ‘special cases.’
- This ‘special cases’ category, however, is subject to the discretion of the management. Students are also admitted under sports quota and cultural activities quota. For this they are required to substantiate the capacities claimed by them.
- Differently-abled students are admitted to the College under special consideration.
- Being a minority institution, the College has the right to admit 50% of the Catholic – Christian students.
- We give special consideration to Scheduled Tribes, Scheduled Castes. Other economically and socially Backward Classes and differently abled students are also given special consideration. All details are available at admissions.sxca.edu.in

Regarding Re-Admissions

- Admission has to be renewed for each semester. Students who have attended St. Xavier’s College during the previous semester are normally assured of re – admission provided their conduct and progress have been satisfactory. The decision of the Principal in this regard will be considered final.
- Admission to the next semester is an automatic process. However, it is the duty of the students to select the VAC, AEC, SEC, MDC etc. courses within time period allotted.
- Those, who wish to continue their studies at St. Xavier’s College must fill their admission form and pay their fees within the prescribed date. A ‘late fee’ will be charged from those who are re-admitted after the deadline. If a student fails to pay with a late fee, within the time period given, the ERP account will be blocked and the results of the previous semester will be withheld.
- Students of colleges affiliated to Gujarat University, who desire to transfer to St. Xavier’s College, must first check the possibilities of admission with the Principal. Those guaranteed admissions are required to produce a No Objection Certificate from the Principal of the college they are leaving, and a Transfer Certificate later.
- Admission to the next semester is based on academic merit and on availability of places in the particular subject group.
- Students who are unable to fill their form or pay their fees personally may authorize in writing a responsible person in the city to do so. They must inform the Principal and/or the concerned Vice Principal about this arrangement. The College office personnel are not allowed to accept any undertaking to pay a student’s fees.
- A candidate who has been granted admission to the College is expected to pay the fees immediately, failing which the admission will be cancelled.
- The College fees for semesters II to VII will also be accepted online through Credit Card, Debit Card or Net Banking
- Online Payment Assistance: For any assistance regarding online payment, call the College office between 10 am and 5 pm on all working days (except on Saturdays) on the following numbers: Phone numbers:+91 7929708056/57, 9429175890, 9426475890.

Fee Structure

BACHELOR OF ARTS (HONOURS) - Grant in Aid – Regular

Programme	Medium	Eligibility	Fees per Sem		Programme Shift	Shift Timing
			Female	Male		
Economics	English	12 th Any Stream	6055	6655	Morning	07:45 am to 1:00 pm
Economics	Gujarati					
English	English					
Gujarati	Gujarati					
Psychology	English					
Psychology	Gujarati					
Sanskrit	Sanskrit					

BACHELOR OF ARTS (HONOURS) - Self Financed

Programme	Medium	Eligibility	Fees per Sem	Programme Shift	Shift Timing
Economics	English	12 th Any Stream	32200	Noon	1 pm to 6 pm
English			32000		
Psychology			35750		
Sociology			31100		

BACHELOR OF SCIENCE (HONOURS) - Grant in Aid – Regular

Programme	Medium	Eligibility	Fees per Sem		Programme Shift	Shift Timing
			Female	Male		
Biochemistry	English	12 th Science	8255	8855	Noon	11:10 am to 17:45 pm
Biochemistry With Voc. BT			8,255+4,000	8,855+4,000		
Botany			8255	8855		
Chemistry			8255	8855		
Chemistry With Voc. IC			8,255+3,000 (Sem-I, II, III, IV)	8,855+3,000 (Sem-I, II, III, IV)		
Electronics			8255	8855		
Mathematics			8255	8855		
Physics			8255	8855		
Statistics			8255	8855		
Zoology			8255	8855		

BACHELOR OF SCIENCE (HONOURS) - Self Financed

Programme	Medium	Eligibility	Fees Per Sem	Programme shift	Shift Timing
Biotechnology	English	12 th Science	39750	Noon	11:10 am to 17:45 pm
Information Technology	English	12 th Science & Commerce	30000	Noon	1 pm to 6 pm
Artificial Intelligence & Machine Learning	English	12 th Science	38000	Morning	08:45 am to 2.00 pm

BACHELOR OF PERFORMING ARTS - Self Financed

Programme	Medium	Eligibility	Fees per Sem	Programme Shift	Shift Time	
					From	To
Theatre & Production Management	English	12 th Any Stream	34950	Noon	13:00	18:00

B.S. (BBA) - Self Financed

Program Name	Medium Name	Eligibility	Fees per Sem	Programme Shift	Shift Time
Business Administration	English	12 th Any Stream	35000	Noon	1.00 pm to 6:00

B.S. (BCA) - Self Financed

Program Name	Medium Name	Eligibility	Fees per Sem	Programme Shift	Shift Time
Computer Applications	English	12 th Science, Commerce & Arts (Accounting, Bookkeeping, Computer)	29750	Morning	07:45 am to 13:00 pm

Note:

In Semester VIII: Convocation fee of ~Rs. 260 is to be paid directly through Gujarat University Online Portal and Graduation Day ceremony (Consolidated Mark sheet) fees of Rs. 750 will be added to the total fees.

**A student opting for an early exit will have to pay the said amount in the final semester.*

Society Fees: BA. Sem – I, II, III, IV Computer Lab fees (Allied required/Allied Optional) Rs. 600/-

B.Sc. Sem - I & II Computer Application Fees (Boys & Girls) Rs. 3000/- B.Sc.

B.Sc. (Sem - I to VIII) Vocational Biotechnology (Boys & Girls) Rs. 4000/-per Semester except the third semester

B.Sc. (Sem - I to VI) Ind. Chemistry (Boys & Girls) Rs.3000/-per Semester except the third semester

- If you have not got your receipt and your fees window has not been updated after the payment of your fees online, it may be that you have made some error in completing the payment process correctly. In such a situation, before you make another attempt to make the same payment, verify whether or not your account has been debited. If your account has been debited but still you have not got your receipt, then you must meet with Ms. Jayshree Bhatt in the College office (Aided programmes) and Ms. Rani Sunny in XICA office (for SF programmes) with your bank details to get your fees window updated. Thereafter, you will automatically get your receipt.
- Lack of financial resources will not be used as a reason to deny admission. St. Xavier's College endeavours to ensure financial support to all genuine cases of students who are earnest about studying in the College but are unable to meet the fees.
- Financial support to needy students is announced through notices. The appropriate form must be filled up and handed over to the designated offices. Such financial disbursement is done through the Management.
- Refund of excess fees paid Online: In case a payment is made online more than once by mistake, the candidate is requested not to place any Charge Back Request to their respective banks. The excess payment, if any, will be refunded from the College office as soon as the candidate makes a request for refund of the same in the College office with the documentary evidence of the payment in question. Please email to admissions@sxca.edu.in
- Educational Scholarship or Loan: Students who get Educational Scholarship or Loan from anywhere outside St. Xavier's College should deposit their cheques at the College office.

Special Note: Admission granted to an applicant is to be considered provisional until all fees are paid and all the prescribed documents are in order. St. Xavier's College **DISCLAIMS ALL RESPONSIBILITIES** if any of the documents required as per Gujarat University requirements are not submitted or found unacceptable by it. The College will not accept responsibility for students who do not submit the expected examination/ enrolment forms in time

Refund of Fees

Applications for cancellation of admission and fees refund should be made on the form available in the College office with photo copies of the documents justifying the request for refund within the prescribed time limit.

Students of B.Sc. Semester 1 who provide proof (fee receipt) that they have secured admission to professional courses like Medical, Engineering, etc. are entitled to a refund of their fees according to Gujarat University Regulations (Ord.159/5) which are posted on the college website/notice board.

In the case of self-financed courses, kindly refer to refund rules mandated by St. Xavier's College (Autonomous), Ahmedabad posted on the college website/notice board.

Refund process is done batchwise. Hence, a time period is allowed of at least 15 to 20 working days after the application for cancellation is received. The refund is an automated process, and it will be issued to the same channel from which it was paid.

Fees are not refunded to those who transfer to another undergraduate college or withdraw their admission.

Enrollment

It is the duty of every student admitted to Semester I at St Xavier's College and of every student admitted to other semesters from other universities (lateral admissions), to fill the prescribed Enrollment form and submit it to the College office with two photocopies of HSC examination/ last two semesters marksheet (for first semester UG/PG students), and the marksheet of the semesters attended before joining St Xavier's College (for lateral students from other universities), PEC from Gujarat University and one passport size photograph. This procedure must be completed before the deadline issued by the Controller of Examinations /Principal, failing which the student will not be allowed to appear for the examination. It is the duty of every student to be on the look-out for notices concerning this matter, on the notice board and on ERP.

“Don't dwell on what went wrong. Instead, focus on what to do next. Spend your energies on moving forward toward finding the answer.”

- Denis Waitley